

## REGION 4



Ronald D. McInroy, Director

UAW Region 4  
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Lincolnshire, IL 60069

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INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA-UAW

GARY R. JONES, *PRESIDENT*

RAY CURRY, *SECRETARY-TREASURER*

VICE-PRESIDENTS: TERRY DITTES • CINDY ESTRADA • RORY L. GAMBLE

May 22, 2019

To: All Local Union Presidents, Financial Secretaries, Recording Secretaries  
and Area CAP Councils, Region 4 UAW

Re: **Region 4 UAW Financial Officers Conference – July 28 through August 1, 2019**

Greetings:

The Financial Officers Conference will be held at the UAW Pat Greathouse Educational Center, 1000 East Center Street, Ottawa, IL 61350. Registration will begin at 8:00 a.m. on Monday, July 29<sup>th</sup>. The conference will begin thereafter at 9:00 a.m. The training is in-depth and will go through the afternoon of **Thursday, August 1<sup>st</sup>**. The first meal will be breakfast Monday morning and the last meal will be lunch on Thursday. All lost time and expenses must be borne by the local union. Per Diem paid to delegates should be limited to travel days.

Financial officers will receive important training in basic bookkeeping duties and responsibilities of the local union financial officer. They will also learn how to complete and submit trustee audits, payroll taxes, and working with LUIS. Locals that employ bookkeepers should consider sending that person as well. There will be a separate class for trustees. The Department of Labor will be providing LM-2/3 Training and UAW Sec-Treasure's staff will provide strike training.

**Registration:** The registration fee will be \$200 per delegate, which includes the cost of materials and meals. Delegates must be pre-registered, using the enclosed registration form. **The deadline for the registration form, registration fee and hotel fee (if applicable) is Monday, July 15, 2019.** The fee is non-refundable; therefore, we encourage locals to choose alternates in the event a delegate is unable to attend the conference. Make checks payable to "UAW Region 4 Activity Fund" and send with the enclosed registration form to:

*UAW Region 4  
Attn: Andrea/F.O.C.  
680 Barclay Boulevard  
Lincolnshire, IL 60069*

-Continue-

**Lodging:** Lodging at the Pat Greathouse Center hotel is available at \$70.00 per room, per night. Each room has two beds; we urge members to double-up, when feasible, to ensure that as many delegates as possible can stay on the property. **Please contact Andrea at 847-459-3888 by July 15, 2019 to make room reservations.** Upon making your phone reservation, you will be given a confirmation number. When making reservations please indicate if the delegate(s) has special room requirements (PGC management will not change rooms during the check-in process).

**Check-in/Check-out:** PGC Hotel check-in will begin Sunday from 4:00 p.m. until 6:00 p.m. in the registration office on the second floor of the hotel. Check-in will resume at the hotel Monday morning during registration hours. If a delegate is unable to check-in during the above-mentioned timeframe, please contact Auditor Bill Stephen to make special arrangements. Check-out will be Thursday by 4:30 p.m.

In the event rooms at the PGC become sold out, we also have negotiated rates at the Comfort Inn (815-433-0029), Fairfield Inn (815-431-8955), the Hampton Inn (815- 434-6040) and the Super 8 Motel (815-434-2888). Ask for the UAW rate – All rates are subject to availability.

Please follow this link for a copy of the call letter and registration form <http://region4.uaw.org>. As always, we look forward to seeing you at this important educational conference. Further questions should be referred to Bill Stephen at 847-459-3888 or his secretary Andrea.

Fraternally,



Ronald D. McInroy, Director  
Region 4, UAW

RDM/WES: amw  
opeiu494/afl-cio  
Enclosure – FOC Registration Form 2019

cc: Brad Dutcher  
PGC Manager  
All Region 4 Staff

**ATTENTION FINANCIAL SECRETARIES**

The LM for this conference is:

Representation	<u>85</u>
Administrative	<u>15</u>
Political	<u>15</u>

REGION 4, UAW  
 Financial Officers Conference  
 UAW Pat Greathouse Education Center  
 July 28 - August 1, 2019

# Registration Form



Local No. \_\_\_\_\_

Please Print Clearly or Type

<u>Delegate</u>	<u>Position</u> (FS/PR/TR/BK)	<u>Length of Office</u> Years Mons.	<u>Email Address</u>	<u>Phone</u>

All delegates must be pre-registered and pre-paid with the fees being received by July 15, 2019.

Registration Total \$ \_\_\_\_\_ + Room Total \$ \_\_\_\_\_ = Check Total \$ \_\_\_\_\_  
(\$200 per delegate) (\$70/PGC/rm/night)

Amount Enclosed: \$ \_\_\_\_\_ Check No. \_\_\_\_\_ Date: \_\_\_\_\_

Make checks payable to "UAW Region 4 Activity Fund" and mail to:

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